



OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

ADDENDUM NO. 1

Date: August 4, 2016

RFP No. 16-0429

RFP Title: Bermuda Sports Turfgrass and Bahia Common Area Lawn Maintenance and Related Services – North Lake Community Park

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date bid responses are due.

The purpose of this addendum is to provide confirming information to all potential responding vendors in association with the RFP. The information provided herein summarizes discussions at the mandatory pre-proposal meeting. Attendees of this meeting are noted on the County website for this solicitation.

The pre-proposal conference commenced with a general review of the RFP with specific emphasis paid to various specific terms and conditions of the RFP including:

- Method of Award –as stated in Section 1.3
- It was confirmed that this was a mandatory pre-proposal conference and responses would not be accepted from vendors that did not attend the conference.
- Term of Contract shall initially be twenty-four (24) months with the County's option to renew for three (3) additional one (1) year periods.

Changes to original RFP Document:

1. Change (Page 19) Section 2, Scope of Services, Group 1, Bermuda Grass Detail Mowing and Maintenance, # 2, Edging. To include the following language:
Do not weed whip tree trunks or desired plants.
2. Change (Page 23) Section 2, Scope of Services, Group 3, Bahia Grass and Common Area Detail Mowing and Maintenance, Edging and weed eating services are required once a week (see below) during the twelve (12) month period, # 1, Detail Weeding, to include the following language:
Vendor shall include weeding around trees. Hand pull three (3) foot radius around trunks. Do not weed whip trees.

Clarifications to original RFP Document, Group 3:

1. Trash pick-up / blowing off – This includes emptying all trash receptacles and blowing off all site amenities daily, seven (7) days a week, Monday – Sunday between the hours of 7:00 AM – 4:00

PM.

Questions and Answers:

Question 1: Is there any way to show the daily trash removal and blowing off of amenities as a separate pricing item? It would be easier to bid this way? Also, the trash removal is kind of hidden in the bid.

Answer: Daily trash removal and blowing off of amenities is a part of Group 3 for common area maintenance reasons and shall be priced accordingly within the Section.

Question 2: Is there a place for the contractor to store equipment?

Answer 2: Yes, however, contractor is responsible for all equipment left on-site, and shall use County storage site/area at its own risk.

Question 3: Is money budgeted for fertilization, weed and pest control?

Answer 3: The County understands the site conditions at this park and these services will be performed if budget allow.

Question 4: Are pick-up vehicles allowed on grass and concrete areas?

Answer 4: Yes, however, contractor is responsible for all damage incurred on County property. Contractor must also be aware of park patrons and give them the right of way and drive carefully and slowly whenever permitted.

Question 5: Who is responsible for maintaining the volleyball courts?

Answer 5: County staff grooms court. It is the contractor's responsibility to maintain up to the volleyball courts and contractor must pick up trash and maintain weed infestation.

Question 6: How far behind the PVC fencing on the east side of the property should be mowed by the contractor?

Answer 6: The County would like to continue to be a good neighbor and it is the Contractors responsibility to pick-up trash and mow in current path and configuration at least ten (10) feet past the fencing on the east side of the property.

Question 7: Is the contractor responsible for grooming the fields each day?

Answer 7: Yes. Change language at Group 4, third paragraph as noted below:

All clay areas must be left groomed and game ready to play on a daily basis. All work is to be performed between the hours of 7:00 AM and ~~12:00 PM~~ **4:00 PM** Monday through Sunday. Most tournaments occur on the weekend (Sat. & Sun.) and fields used for tournament play must be groomed by 8:30 A.M. or before first game begins. County staff will coordinate with Contractor in advance of tournament or league schedule to determine which fields should be first priority.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____